

**FREDERICK COUNTY COMMISSION ON AGING MINUTES
DEPARTMENT OF AGING
December 8, 2014**

COA MEMBERS	DOA STAFF	EXCUSED	UNEXCUSED	GUESTS
John Brown	Kitty Devilbiss	Mary Beachley		Dianne Lewis
Elizabeth Chung	Jessica Paguirigan	Don Cilla		Bud Otis
Ernell Graham	Sue Ramsburg	Joy Hall-Onley		Tish Raff
Carol Haag	Carolyn True	Ann Holiday		
Tom Lawler		Randy McClement, Mayor		
Katie Rhinehart		Pat Rosensteel		
Virginia Skelley		John Hannan		
Roberta Speace				
Cynthia White				

- I. **Call to Order** – Carol Haag called the meeting to order at 1:08pm.
- II. **Welcome & Introductions** – Carol welcomed all attendees. Guests and new members were present at today's meeting so introductions were done around the table
- III. **Action on the Agenda** – No additions to the agenda.

IV. Approval of Minutes – The minutes of the November 17th meeting were approved. Ginny made a motion to approve the minutes and Katie seconded the motion. All were in favor.

V. Mayor's Report – Mayor Randy McClement was not present at today's meeting.

Councilmen's Report – Bud Otis, President of the new County Council, was present at today's meeting. He expressed his support for this Commission. He is looking forward to a change in the atmosphere of this county government. He agrees that there is an increasing population of aging citizens who will be in need of services. Carol invited President Otis to attend any/all future meetings.

VI. Mission Moment, Kitty Devilbiss, Community Services Manager– Kitty gave some background information regarding the MoW program. In November, there were 17 intakes/applications and all were in an area that we currently service. After the intake is done, the DoA nurse makes a visit to the home to assess the need and the environment for safety. He also makes follow up visits through the year. The next step is to determine if there is an opening on the route for that geographic area. Many of the routes are at capacity. Because of distance and time limitations (due to temperatures of the food), there are normally eight people on a route. There are currently five people on the wait list. Steve Stoyke, LPN is currently working with clients who are eligible for VA benefits and helping them to apply for those benefits. There are other options such as Mom's Meals which does a UPS delivery of food. The program tries to connect clients with other resources as they are available. The program serves approximately 145 meals a day. The proposed Middletown route is on hold right now due to lack of clients. The twelve clients who had applied for services all denied the need for service at this time. A wider geographic area will be considered. There are twenty-five volunteers who are ready to be trained to assist with routes in that area. Because there are government funds involved, there is no set fee for the meals for clients over the age of 60. However, clients are encouraged to contribute to the cost of the meals. Some clients can pay the full amount and some clients pay nothing because of various living expenses. Friends of Meals on Wheels does a fair amount of fundraising to support the MoW efforts and they been very generous. They contributed \$24,000 last year and hope to double that amount this year. Other areas that may need services in the future are the Lewistown/Graceham area and the New Market/Mt Airy area. Home delivered meals (HDM) are different in that they are delivered out of the senior centers and have a different funding stream. The MoW

program can serve clients under the age of 60 and has the ability to provide special diets.

Jessica Paguirigan is the MoW Volunteer Coordinator. She was hired through the Volunteer Maryland program. Her job is to develop the volunteer program by recruiting new volunteers and increasing the ways the department is able to recognize their generous efforts to the program. She has implemented a new volunteer computer system which makes it easier for volunteers to apply, self schedule, and allows for tracking of service data. She has recruited and oriented twelve new volunteers. Some of these volunteers are with an agency called Visiting Angels. She hopes to increase partnerships like this with other agencies. Currently there are 191 volunteers working with the MoW program. Jessica has also been working on increasing promotion and advertising for the program. She will be adding a Facebook page and is working on a blog with one of the volunteers. Volunteer Maryland is funded by AmeriCorps program. They recruit and train volunteer coordinators to work in non-profits and government agencies. The term of service is eleven months. Jessica works forty hours a week which includes outside training. She reports to Volunteer Maryland. She also has to volunteer outside the agency four hours a week. The website for Volunteer Maryland is www.volunteermid.org

- VII. Business Task Force Update Tom Lawler** – This group met last Friday and has added two new members. Jenny Morgan is from FMH and also represents the Chamber of Commerce. Mary Collins is with the Caregiving program at the Dept of Aging. Mary did a presentation at Friday's meeting on the current options available. One focus for this task force will be to educate business on the needs of their employees who may be caregiving for family members. Leslie Schultz who recently started a non-profit also joined the group. Elizabeth Chung was at the meeting and spoke about the Senior Center Plus program.

Further Discussion concerning 2015 Retreat, Carol Haag – Carol has come up with a date and space for a retreat in February. She has reserved a meeting room at the Urbana Library on Friday, February 6th with a snow date of Monday, February 9th. Carol distributed an information sheet with the specifics. Carol has offered to resend emails which included some necessary information for topics to be addressed during the retreat. Topics to be on the retreat agenda are the Senior Needs Assessment, the strategic plan, and the "Shifting Landscapes" presentation which was presented at Hood College. Carol suggested that members review material related to these items as well as the CoA meeting from May, 2014 when the CoA from Montgomery County discussed their "Senior Agenda". Carol suggested that some committees be developed to work on

specific areas. Carol also suggested that people from the community who may be interested in the retreat be invited to attend. Carol would like to establish a Planning Committee to prepare items for this retreat. Cindy White and Ernell Graham offered to assist. Katie will talk with the ESPC group to see if anyone is interested in attending the retreat.

Meeting Schedule, Carol Haag – There was some discussion regarding the February retreat and the need for a February meeting. There will be a meeting on January 12th. The 2015 meeting schedule is still fluid and subject to change. There will be no meeting in February, but the retreat will be held in its place.

USM Rally, January 2015, Carol Haag – Carol stated that this rally will be held on January 28th in Annapolis this year. This is a change from the original date. Carol will be planning to attend and has room for three more people in her car. The Rally starts at 830am and the \$15 fee includes lunch. A photo id is required to attend.

Director's Report, Carolyn True - Carolyn distributed a report which illustrates an overview of the department historically since her hire to the department in 1997. The department has gone through many changes over the years. It has grown and taken on services that were previously provided by the other parts of the community. The Department includes four seniors centers located in Frederick, Emmitsburg, Brunswick, and Urbana. Each of these centers serves seniors in a different way. At one time there were multiple weekly nutrition sites, however all those have closed at this time. There is a need to change as the senior population has changed. Their interests are very different from seniors who used the facilities in previous years. They are interested in staying active and healthy. The centers have introduced a variety of exercise classes and health information seminars. The centers also continue to serve the older population primarily in the meal program. The Department was originally located in a multiple level building at 520 North Market Street which was much smaller with less parking. The population served has also evolved. The DoA historically served seniors who were 60 and older. Now the Department serves seniors as well as adults over 18 with disabilities and caregivers. The Department currently has 26 FTE (full time employees) with a budget of \$2.6 million garnered from a combination of government, grant funding, and participant contributions. The Department has a dedicated staff that is able to serve individuals from the community who come into the doors with sometimes intense needs which have changed significantly over the years. It is a goal to open the building at 1440 Taney Avenue to more community organizations to increase awareness of our location. It would also provide some added

12/8/14

revenue. Carolyn distributed a list of resources and the newer version of the Department brochure.

VIII. New Business

Don Cilla has been working on an out of town business project and has not been able to attend recent meetings. He has offered to resign as the Vice Chairperson of this Commission. The Nominating Committee suggests a proposed slate of officers with Carol Haag as the Chairperson and Ernell Graham as the new Vice Chairperson. If there are any other interested parties, please let them know. Ginny made a motion that this be the next slate of officers. Elizabeth seconded the motion. If there is a quorum in January, there will be a definite election.

IX. Partners in Care, Ernell Graham – Ernell gave a brief report on PiC business. They received \$600 from the Rotary of Frederick and \$600 from the Community Foundation. They are awaiting donations from the Unity Campaign. Coordinator Sarah Ferrall has attended several community events. They continue to have some funding issues.

X. Announcements – There was an email regarding a Senior Park concept which included an email to which you can send a letter of support if you are not able to attend the meeting. It was suggested that this Commission send a letter of support for this project. Katie made a motion to send the letter. Tom seconded the motion. All were in favor.

XI. Public Comment – No public comment

The meeting adjourned at 3:02pm.

Respectfully submitted,

Susan M. Ramsburg
Recording Secretary